

## 6 FAH-5 H-380 ICASS COST REDISTRIBUTION

*(CT:ICASS-5; 07-21-2006)*  
*(Office of Origin: RM/ICASS)*

### 6 FAH-5 H-381 METHODOLOGY

*(CT:ICASS-5; 07-21-2006)*  
*(Applies to participating ICASS agencies)*

- a. The ICASS service provider not only provides administrative services to participating agencies at post, but is also a user of these same services. Because the ICASS office has personnel who use space, supplies, equipment, and services, a separate cost is derived for ICASS based on distribution factors and services used. Thus, initially, the ICASS office is treated like any other agency or entity at post. However, the ICASS office is not billed; its costs are ultimately shared by other agencies in proportion to their projected total cost of services against the total of all agency costs of services. These costs are initially separated so that the ICASS council can be aware of the total ICASS office costs before they are distributed to the agencies.
- b. As an example, if the bill for services requested by these agencies (and ICASS) were as follows, then the cost of the ICASS office would be spread in the following manner:

|               | ICASS<br>Service<br>Provider | STATE    | USAID    | USDA     | Total<br>ICASS<br>Total | Total<br>Agency<br>Costs |
|---------------|------------------------------|----------|----------|----------|-------------------------|--------------------------|
| <b>Step 1</b> | \$10,000                     | \$20,000 | \$10,000 | \$10,000 | \$50,000                |                          |
| <b>Step 2</b> |                              | \$20,000 | \$10,000 | \$10,000 |                         | \$40,000                 |
| <b>Step 3</b> |                              | 50%      | 25%      | 25%      |                         | 100%                     |

State would pay 50% of the projected ICASS cost of \$10,000, derived by dividing State's cost for services (\$20,000) by the total cost of services for all agencies (\$40,000). This 50% share of projected ICASS office costs is added to State's bill for services of \$20,000 resulting in a final bill totaling \$25,000. Using the same scenario, USAID and USDA would each have \$2,500 added to their costs to pay their share of the ICASS costs.

- c. The final billing would look like this:

| Billed Agency | Direct ICASS Charges | Step 4                 | Agency Share of Redistributed Costs | Step 5     |
|---------------|----------------------|------------------------|-------------------------------------|------------|
|               |                      | ICASS Redistribution % |                                     | Total Bill |
| STATE         | \$20,000             | 50%                    | \$5,000                             | \$25,000   |
| USAID         | \$10,000             | 25%                    | \$2,500                             | \$12,500   |
| USDA          | \$10,000             | 25%                    | \$2,500                             | \$12,500   |
| TOTAL         | \$40,000             | 100%                   | \$10,000                            | \$50,000   |

There is no ICASS office bill. There is no double charging of ICASS costs as a result of this methodology. Each serviced agency is merely paying for a share of the ICASS office costs based on its respective bill for services it will receive in the current year.

**6 FAH-5 H-382 THROUGH H-389  
UNASSIGNED**